

Export-Import Bank of the United States

Plan for Orderly Termination of Ex-Im Bank Operations in the Event of Failure to Enact Regular Appropriations or a Continuing Resolution

April 2011

Plan for Short-Term Interruption

Ex-Im Bank currently has 385 employees. Under this plan, in the event of a furlough, Ex-Im Bank expects to retain 12 employees, i.e., 3.1% percent of Ex-Im Bank's workforce, and three contractors. This number excludes three Presidentially-Appointed, Senate-confirmed (PAS) employees who are exempt from furloughs and twelve employees on an on-call status. It is expected that this plan can be implemented within one-half day.

1. OMB, OPM, GSA and the Department of the Treasury will be notified that shutdown activities of Ex-Im Bank are being initiated.
2. Exporters and commercial banks will be notified that Ex-Im Bank is temporarily closed. All new obligations as well as delegated authority to exporters and/or banks under insurance and guarantee programs (such as the Working Capital Delegated Authority Program) will be suspended while Ex-Im Bank is shut down.
3. The Bank will continue to process and deposit funds received.
4. The Bank will pay claims under its guarantee and insurance programs, which carry the full faith and credit of the U.S. government. The Bank is committed to pay within a specified time and payment does not require passage of annual appropriation legislation. This requires claims analysis, a certifying officer, cash control and an approving official.
5. No employee travel after the shutdown will be authorized and employees on extended TDY will be furloughed. Employees who are on travel prior to the shutdown will cease all business activities and return home in a reasonable amount of time.
6. Furloughing of employees in all divisions of Ex-Im Bank will be initiated except for those detailed in this plan.

7. One Office of Human Resources (OHR) employee will remain to process furloughs and one additional OHR employee will be on-call to assist with furloughs based on workload.
8. Ex-Im Bank will maintain and service IT network systems to support payment of guarantee and insurance claims with existing resources and the support of service contractors.
9. A limited number of individuals are being placed in an on-call status in the event of direct loan disbursements coming due or in the event of a loan take-out option being exercised by a guaranteed lender where failure to disburse would jeopardize an already approved project or substantially inhibit the loan agreement.
10. A limited number of individuals will be on-call in the event of an imminent or actual default that requires the protection of property or assets.
11. One employee from the Policy & Planning Group will be on-call to attend OECD discussions in Paris from April 11-15, 2011. This is necessary to preserve the continuity of critical international negotiations and will be done in conjunction with the Departments of the Treasury and State. This individual will return to furlough status upon return from Paris.
12. GSA is currently renovating Ex-Im Bank headquarters in total. GSA has informed Ex-Im Bank that the renovations have been paid for with already-obligated American Recovery and Reinvestment Act funds and would continue in the event of a shutdown. Ex-Im Bank has an employee and a contractor responsible for ensuring that employees are not subject to asbestos, lead or other toxins and pollutants. The employee and the contractor are necessary to ensure the health and safety of exempted employees during the shutdown as well as the workspace of employees who will return from furlough.
13. This plan does not account for the activities of the Office of the Inspector General (OIG). The Consolidated Appropriations Act of 2010 provides a separate budget for the OIG “to remain available until September 30, 2011.” The OIG maintains

Additional Actions if the Short-Term Interruption is Extended

14. As mentioned above, the Bank will pay claims under both its guarantee and insurance programs. Depending upon the volume and the ability to process the Bank's legal obligations, additional staff may be recalled to handle claims processing.
15. A limited number of employees may be recalled to disburse funds and process shipment documents relating to operative loan and guarantee transactions.
16. The status of Bank assets and obligations will be reviewed on a regular basis and any other adjustments in personnel status will be made as needed.